



PROVINCIAL DISASTER MANAGEMENT AUTHORITY
DATED QUETTA, 08/04/2016

Ph: 081-9241130

Subject: **COMMUNITY BASED DISASTER RISK MANAGEMENT PROGRAMME BALOCHISTAN**

Provincial Disaster Management Authority under Balochistan Disaster Management Project, financed by Multi Donor Trust Fund of the World Bank has developed a Provincial CBDRM Program for Balochistan. This program has been developed with the consultation of different development partners and stakeholders through Provincial and National Workshops.

2. PDMA Balochistan accepts that all development partners are determined to improve National disaster resilience and is also of the view that all CBDRM related interventions should be executed as per standard guidelines to ensure uniformity of programs and parameters in accordance with Provincial as well as National level.
3. However, before initiating any CBDRM related intervention in the Province, development partners should discuss their projects with the Authority for identification of vulnerable area and process guidance on CBDRM.
4. CBDRM activities will be implemented through the formation of CBDRMOs. It is envisioned under the NDMP that CBDRMOs developed under the CBDRM process will federate at the union council level as Union Council Disaster Risk Management Organizations (UCDRMO). These union council level organisations can be formed by obtaining nominations (one male and one female) from Community Based Disaster Risk Management Organizations (CBDRMOs) in the respective UC.
5. Wherever possible women will be encouraged to participate in the CBDRM process. This will be encouraged through the use of locally based female trainers. Separate organisations for women participation can also be set up at the village and Union Council level. It should be ensured that level and type of participation required is in line with the cultural norms of each district.
6. These union council level organisations can be used to support in the setting up emergency response teams trained in first aid and search and rescue operations. It is envisioned that these UC level organisations will be engaged in networking at the sub-district and district levels for effective coordination with Government, line agencies and other stakeholders to handle the unforeseen disasters and for the effective planning before and after the disaster scenario.

7. Vulnerable groups (Aged, Women, Disabled, and children) shall be prioritized in project activities to grant them much needed relief. Vulnerability can be defined as the characteristics of an individual or group that influence their capacity to anticipate, cope with, resist and recover from the impact of a natural hazard. PDMA Balochistan is committed to protecting the most vulnerable segments of society in periods of crisis. Vulnerable groups include: widows having no male child over the age of 18, women with disabled husbands, divorced / abandoned / unmarried women who have crossed marriageable age and are dependent on others, the disabled (physically or mentally), unaccompanied minors i.e. orphans, unaccompanied elders, over the age of 60.

8. It must also be ensured that social mobilizers have a full understanding of the CBDRM program objectives and methodology and that efforts be made to include the most vulnerable members of communities in discussions and activities.

9. Capacity building of master trainers and social organizers is essential before initiating CBDRM activities.

10. The following components should be included in capacity building and training to Community Response team.

- a. Community Risk, Vulnerability and Capacity Assessment.
- b. Formation of Community Based Disaster Risk Management Organizations.
- c. Community based Disaster Risk Management Plans
- d. Community simulation drills
- e. CBDRM Training Program should include the following training modules also attached as Annex A:
 - DRM orientation and the concept of CBDRM for general community.
 - Leadership and Organization Management Training-CBDRMOs
 - Leadership and Organizational Management -UCBDRMOs
 - Hazard specific planning, preparedness, and mitigation
 - Early warning systems
 - Evacuation
 - Search and Rescue
 - First Aid and Hygiene promotion
 - Camp Management
 - Structural Mitigation
- f. School safety
- g. Provision of structural interventions.
- h. Disaster awareness and advocacy
- i. Community based Monitoring and Evaluation

11. Training to community members will be using a mix of written and visual as well as practical exercises and demonstrations; ample evidence shows learning by doing to be a more effective means of training.
12. It is suggested that model housing and constructions be developed or identified that can be used to show disaster resilient measures in practice.
13. The composition of each training team will be one male CBDRM trainer, one female CBDRM trainer, and one engineer (trained in disaster resilient construction). Training is to be imparted as far as possible using local HR with PDMA, DDMAAs, line departments, and NGOs. Team members should ideally be from the same tehsil and will collect data on training carried out reporting these along with any issues to PDMA. Training is to follow PDMA guidelines and training modules.
14. All CBDRM projects must be in-line with the vision, mission and objectives outlined in National and Provincial Disaster Management Program.
15. All implementing Organizations shall undertake all steps and components of CBDRM.
16. CBDRM activities must be based on Risk, Vulnerability and Capacity Assessment.
17. DDMAAs/District/Local Authorities and line departments should be involved during implementation.
18. Local DRM plans with lists of CBDRMOs/UCDRMOs and Community response team with contact numbers should be shared and approved by the local administration and shared with PDMA.
19. General public awareness regarding disasters and precautions shall also be incorporated in CBDRM interventions.

(ZAHID SALEEM)

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Provincial Disaster Management Authority Balochistan

Community Based Disaster Risk Management (CBDRM) Contents for Training to Community Response Team

Module 1: DRM Orientation and the concept of CBDRM

Orientation Training on DRM and CBDRM

Module One

Recitation from the Holy Quran
Registration
Introduction, expectations, fears, and setting the norms
Training objectives
Project orientation and information on Organization, DDMA's, PDMA Balochistan and NDMA.

Module Two

Disaster risk management , preparedness, and prevention
Mitigation (structural and non-structural)
Emergency response , recovery, and rehabilitation
Terms and concepts – disasters, hazards, vulnerability, capacity , disaster risks, elements at risk, disaster risk assessments
Disaster risk reduction

Module Three

Disaster preparedness
Emergency response , recovery, climate change, community actions
History , Introduction and Importance of CBDRM
Nature and indicators of resilience communities

Module Four

Essential feature and elements of CBDRM
Village Disaster Management Committees (formation, functions)
Principals of CBDRM
CBDRM Process

Module 2: Leadership and Organization Management Training-CBDRMO

Training on Leadership and Organizational Management

Module Day One

Recitation from the Holy Quran
Registration
Introduction, expectations, fears and setting the norms
Training objectives
Leadership and development
Conflict management and resolution

Module Day Two

Financial management, procurement and transparency <ul style="list-style-type: none">• Role of CBDRMO in financial management• Procurement and transparency
Organizational and financial record keeping <ul style="list-style-type: none">• Purpose and kind of records required• How to manage records effectively
Planning and monitoring skills <ul style="list-style-type: none">• How to develop plans• How to develop monitoring indicators and plans

Module Three

Negotiation skills
Capacity building of different committees (CBDRMO, UCDRMO)
Management of CBDRMO and UCDRMO
Structure and formation

Module 3: Hazard specific planning, preparedness, and mitigation

Training on Hazard specific planning, preparedness, and mitigation

Module Day One

Recitation from the Holy Quran
Registration
Introduction, expectations, fears and setting the norms
Objectives of the Training
<ul style="list-style-type: none">• The importance of community based hazard mitigation• The role of local authorities in supporting community level mitigation activities, and functions they can perform;• Systematic planning approach to risk communication
<ul style="list-style-type: none">• Key principles of hazard mitigation• Mitigation and preparedness• Nature and reasons for hydro-meteorological hazards;
<ul style="list-style-type: none">• Actions that households and community groups can undertake to minimize the risks from flooding, typhoons, drought, and fires• Actions that individuals, households, and community groups can undertake to prepare for impending disasters, respond to them, and recover from their impacts
<ul style="list-style-type: none">• Impact and severity of hazards.• Households and community groups can undertake a range of actions to mitigate these hazards, prepare for them, and recover from the impact of these

Module Day Two

<ul style="list-style-type: none">• Nature and causes of natural hazards• Actions households and communities can undertake to minimize their vulnerability to hazards;
<ul style="list-style-type: none">• Earthquakes<ul style="list-style-type: none">○ Prevention○ Mitigation○ Preparedness○ Community based preparedness plan• Landslides<ul style="list-style-type: none">○ Prevention○ Mitigation○ Preparedness○ Community based preparedness plan• Floods<ul style="list-style-type: none">○ Prevention○ Mitigation○ Preparedness○ Community based preparedness Plan• Typhoon<ul style="list-style-type: none">○ Prevention○ Mitigation○ Preparedness○ Community based preparedness Plan• Drought<ul style="list-style-type: none">○ Prevention○ Mitigation○ Preparedness○ Community based preparedness Plan• Fire<ul style="list-style-type: none">○ Prevention○ Mitigation○ Preparedness• Community based preparedness Plan

Module 4: Early warning systems

Training on Early warning systems

Module Day One

Recitation from the Holy Quran
Registration
Introduction, Expectations, Fears and setting the Norms
Objectives of the Training
Introduction to End-to-End Early Warning System <ul style="list-style-type: none">• Overview to Basic Terminology & Concepts in EWS• Overview of Hazards and possibility of EWS
Elements of and Tools for End-to-End EWS <ul style="list-style-type: none">• Institutional mechanism for EWS• Framework for EWS

Module Day Two

<ul style="list-style-type: none">• Hazard Detection, Monitoring, Forecasting & Information for Warning (HDMFW)<ul style="list-style-type: none">○ Introduction to Weather and Climate Dynamics○ Detection, Monitoring, Forecasting & Information for Warning-Drought○ Detection, Monitoring, Forecasting & Information for Warning-Tropical Cyclones and Associated Storm Surge○ Detection, Monitoring, Forecasting & Information for Warning-Flood/Flash Flood○ Detection, Monitoring, Forecasting & Information for Warning-Volcanoes, Earthquake and Tsunami○ Case Study on Landslide Early Warning System• Application of Risk Assessment & Risk Communication for Early Warning<ul style="list-style-type: none">○ Use of Multi-Hazard Risk Assessment and○ Risk Maps for Early Warning
Risk Communication

Module Day Three

Standard Operating Procedures (SOPs) for Early Warning Systems <ul style="list-style-type: none">• Table-Top Exercise• SOP Development• Role of VDMC in early warning<ul style="list-style-type: none">○ Early warning by local authorities
Monitoring and Evaluation of EWS
Monitoring the performance of EWS through quantifiable indicators

Module 5: Evacuation

Training on Evacuation

Module Day One

Recitation from the Holy Quran
Registration
Introduction, Expectations, Fears and setting the Norms
Objectives of the Training
<ul style="list-style-type: none">• What is evacuation?
<ul style="list-style-type: none">• Evacuation Procedures
<ul style="list-style-type: none">• Tools , equipment required for evacuation

Module Day Two

<ul style="list-style-type: none">• Evacuation map
<ul style="list-style-type: none">• Difference phases of evacuation• Timing of evacuation
<ul style="list-style-type: none">• Plan for actual evacuation• Task of evacuation committee

Module Day Three

<ul style="list-style-type: none">• Evacuation committee• Evacuation team• Evacuation of children• Evacuation of elderly peoples• Evacuation of injured peoples• Evacuation of animals
<ul style="list-style-type: none">• Evacuation centers
<ul style="list-style-type: none">• Planning Evacuation Route Based on Hazard Information<ul style="list-style-type: none">○ Explain the concept of shortest path and fastest route○ Using Road Graph plugin○ Set up speed and road direction○ Determine start and destination point○ Conduct route analysis and selection

Module 6: Search and Rescue

Training on Search and Rescue

Module Day One

Recitation from the Holy Quran
Registration
Introductions, expectations, fears and setting the norms
Objectives of the Training
<ul style="list-style-type: none">• What is search and rescue• Main principles of search and rescue• Tools and equipment in search and rescue

Module Day Two

<ul style="list-style-type: none">• Operation and maintenance of equipment• Role of VDMC in SAR• Objectives of SAR
<ul style="list-style-type: none">• Planning and assessment and its steps• Different search techniques• Different rescue techniques
<ul style="list-style-type: none">• Incident command system• Coordination between law enforcement and VDMC• Land navigation

Module Day Three

<ul style="list-style-type: none">• Track and clue awareness• Low angle rescue• Signalling and the safe use of pyrotechnics
<ul style="list-style-type: none">• Outdoor safety for the SAR person• Clothing and equipment for the out of doors• Personal survival kit
<ul style="list-style-type: none">• Team equipment• Investigating the missing person case• Law enforcement aviation unit support to search and rescue• Swift water rescue

Module 7: Health & Hygiene and First Aid

Training on First Aid

Module Day One

Recitation from the Holy Quran
Registration
Introduction, expectations, fears and setting the norms
Objectives of the training
<ul style="list-style-type: none">• CBDRMO and first aid• Basic Health and Hygiene for community• Principles of first aid• Psychological support

Module Day Two

<ul style="list-style-type: none">• Basic life support,• Basic first aid for choking,• Basic first aid for bleeding and wounds,• Basic first aid for shock,• Basic first aid for burns and scalds,• Basic first aid for head, neck or back injuries,• Basic first aid for injury to bones, muscles or joints,• Basic first aid for poisoning,
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Module Day Three

<ul style="list-style-type: none">• Basic first aid for chest pain,• Basic first aid for stroke,• Basic first aid for electrical injury,• Basic first aid for drowning,• Basic first aid for eye injuries and eye problems,• Basic first aid for animal and insect bites or stings,• Basic first aid for fevers,• Basic first aid for convulsions• Infection control in first aid• Basic first aid kit.
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Module 8: Camp Management

Training on Camp Management

Module Day One

Recitation from the Holy Quran
Registration
Introduction, expectations, fears and setting the norms
Objectives of the Training
<ul style="list-style-type: none">• Basics of camp management• Steps in camp management

Module Day Two

<ul style="list-style-type: none">• Registration and data management
<ul style="list-style-type: none">• Women and child protection
<ul style="list-style-type: none">• Gender
<ul style="list-style-type: none">• Camp security
<ul style="list-style-type: none">• Youth and recreation
<ul style="list-style-type: none">• Livelihood development
<ul style="list-style-type: none">• Counseling
<ul style="list-style-type: none">• Peace building
<ul style="list-style-type: none">• Conflict management

Module Day Three

<ul style="list-style-type: none">• Site selection
<ul style="list-style-type: none">• Space for the evacuation personal to set up an office
<ul style="list-style-type: none">• Management of services
<ul style="list-style-type: none">• Health food distribution
<ul style="list-style-type: none">• Water and sanitation
<ul style="list-style-type: none">• Camp management team
<ul style="list-style-type: none">• Camp closure

Module 9: Structural Mitigation

Training on Structural Mitigation

Module Day One

Recitation from the Holy Quran
Registration
Introduction, Expectations, Fears and setting the Norms
Objectives of the Training
<ul style="list-style-type: none">• Orientation on structural and nonstructural mitigation• Structural mitigation

Module Day Two

<ul style="list-style-type: none">• Role of community in structural mitigation• Local authorities and structural mitigation
Structural Mitigation <ul style="list-style-type: none">• Resistant construction• Building codes and regulatory measures• Relocation• Structural modification• Construction of community shelters• Construction of barrier, deflection, or retention systems• Physical modification• Treatment systems• Life safety infrastructure

Module 10: Leadership and Organizational Management

Training on Leadership and Organizational Management

Module Day One

Recitation from the Holy Quran
Registration
Introduction, expectations, fears and setting the norms
Objectives of the Training
Organization and Its Core Elements
Understanding organization
Organization ideology – components and examples
Understanding non-government organizations
Organization as a system
Designing organizational structure

Module Day Two

Governance of Non-Government Organization
Understanding governance
Understanding and developing governing board
Constituents of governing board: board members
Officers and committees
Board and management: division of responsibility
Good governance and its core characteristics
Leadership and Management
Understanding management and leadership
Effective managers
Improving team effectiveness

Module Day Three

Organizational Development
Capacity building
Conflict management and resolution
Communication and presentations
Team building
Planning and monitoring
Situational analysis
Financial management, procurement and transparency
Organizational and financial record keeping
Negotiation skills
Capacity building
Linkages development
Village development and protection plans
Gender Sensitization

Module Day Four

Field Visit
Preparation of the field visit
Visit to community based organization
Debriefing session
Learning from visit
Closing of training